

CHARTER TOWNSHIP OF CLINTON
EMPLOYEES CIVIL SERVICE COMMISSION
AGENDA
March 6, 2023
5:30 p.m.
Senior Center
Room 3

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes from the January 24, 2023 meeting.
- IV. Correspondence:
 - A. Approval of the revised Records Analyst job description.
 - B. Approval of the revised Records Analyst job posting.
 - C. Response from the Civil Service Attorney regarding request from the Human Resources Director for employment application to include DOT Notice/Question.
 - D. Approval of the Assistant Foreman DPW Oral Board Examination.
 - E. Request from the Personnel Director regarding not allowing Department Heads to review applications prior to the testing process.
- V. Reports:
 - A. Status of the Mechanic position in the Department of Public Services, Water & Sewer Division.
 - B. Status of the Office Manager II position in the Department of Public Services, Water & Sewer Division.
 - C. Status of the Office Clerk II position in the Building Department.
 - D. Status of the Assistant Foreman position in the Department of Public Services, Facilities & Operations Division.
 - E. Status of the Seasonal Laborer positions in the Department of Public Services, Facilities & Operations Division.
 - F. Status of the Seasonal Laborer positions in the Department of Public Services, Water & Sewer Division.
 - G. Status of the Seasonal Canvasser positions in the Assessing Department.
- VI. Public Participation
- VII. Commissioner Comments
- VIII. Old Business:
- IX. Adjournment